

Exhibit 65

On-Site Contract Monitoring Worksheet

Facility name EMCF Month/Year Sept. 2014

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19 Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		C		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20 Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC	UOF occurred with offenders but not documented in OT	08/29//2014
144	D. Incident reports, other than critical, furnished w/in 1 week		NA		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
146	F. Offender is seen by medical immediately after incident.		NC		
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		C		
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		C		
151	21 Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		C		
155	D. Disciplinary sanctions are in accordance with standards.				
156	E. Staff representation available.		C		
157	22 Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

On-Site Contract Monitoring Worksheet

Faculty Name EMCF Month/Year October 2014

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19 Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		C		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20 Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
144	D. Incident reports, other than critical, furnished w/in 1 week		NA		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
146	F. Offender is seen by medical immediately after incident.		NC		11/1/2014
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	11/17/2014
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		C		
151	21 Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		NC		17-Nov
155	D. Disciplinary sanctions are in accordance with standards.				
156	E. Staff representation available.		NC		
157	22 Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

On-Site Contract Monitoring Worksheet

Faculty Name/ EMCF Month/Year November 2014

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C		
C.	Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20	Use of Physical Force and Restraints				
A.	Policy governing immediate/calculated use of force consistent with MDOC.		C		
B.	All use of force incidents documented and reviewed.		NC		
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D.	Incident reports, other than critical, furnished w/in 1 week		NA		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		C		
F.	Offender is seen by medical immediately after incident.		NC		12/15/2014
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		C		
21	Disciplinary System				
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		C		
C.	Disciplinary hearings held within 7 days unless there is written justification.		NC	There are 5 pages of pending RVR's beginning in the month of Sept-Dec.2014. A lot of them are considered stacking.	15-Dec
D.	Disciplinary sanctions are in accordance with standards.				
E.	Staff representation available.		NC		
22	Law Libraries and Legal Material				
A.	Adequate equipment is available for offenders.		C		

On-Site Contract Monitoring Worksheet

Faculty Name/EMCF Month/Year Dec. 2014

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19 Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20 Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
144	D. Incident reports, other than critical, furnished w/in 1 week		NA		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
146	F. Offender is seen by medical immediately after incident.		NC		1/15/2014
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	1/15/2015
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		C		
151	21 Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		NC		15-Jan
154	C. Disciplinary hearings held within 7 days unless there is written justification.		NC	RVR's are pending weeks/months	15-Jan
155	D. Disciplinary sanctions are in accordance with standards.				
156	E. Staff representation available.		NC		
157	22 Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year January 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	Personnell is considering hiring more staff for coverage.	
7	B. Essential posts and positions are filled with qualified personnel.		NC	Staff is in the picket on one/controls do not work	
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not been advised they were completed	2/15/2015
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	There are still problems with staff conduct proper counts. And security checks.	asap
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
17	Quality Control				
18	A. Contract Facility QCP in place.				
19	B. Contract Facility reports shared with CM.				
20	C. Subcontractor QCPs in place.		NA		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
23	Staff Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		NC	serious problem	asap
25	B. Housing unit rounds conducted daily by Unit Management staff.		C	I have observed unit managers making rounds	
26	C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	asap

DEF-212987

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year January 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19. Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20. Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, Incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
144	D. Incident reports, other than critical, furnished w/in 1 week		NA		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
146	F. Offender is seen by medical immediately after incident.		NC		12/15/2014
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		C		
151	21. Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		NC	But has improved	asap
155	D. Disciplinary sanctions are in accordance with standards.		NC		
156	E. Staff representation available.		NC		
157	22. Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-212993

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Faculty Name/ EMCF Month/Year February 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
2					
3	A. Comprehensive staffing analysis determines staffing needs and plans.		C	safting is short most evening/nights on 2 staff on units 1-4.	
4	B. Essential posts and positions are filled with qualified personnel.		NC	Staff is in the picket on one/controls do not work	
5	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
6	D. Personnel vacancies filled within 30 days		C		
7	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
8	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not seen any documentation that they are done.	
9	G. Orientation and training program of employees per ACA		C		
10	H. Personnel subject to testing for contagious disease per State Board of Health		C		
11	Staff Training				
12	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	There are still problems with staff conduct proper counts. And security checks.	15-Jan
13	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
14	Quality Control				
15	A. Contract Facility QCP in place.				
16	B. Contract Facility reports shared with CM.		NA		
17	C. Subcontractor QCPs in place.		NA		
18	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
19	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
20	Staff Offender Communication				
21	A. Housing unit rounds conducted frequently by housing unit security staff.		NC	serious problem	1/15/2015
22	B. Housing unit rounds conducted daily by Unit Management staff.		NC		
23	C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	

DEF-213003

On-Site Contract Monitoring Worksheet

Faculty Name/ EMCF Month/Year February 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C		
C.	Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20	Use of Physical Force and Restraints				
A.	Policy governing immediate/calculated use of force consistent with MDOC.		C		
B.	All use of force incidents documented and reviewed.		NC		
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D.	Incident reports, other than critical, furnished w/in 1 week		NA		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		C		
F.	Offender is seen by medical immediately after incident.		NC		3/1/2015
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	1/15/2015
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		C		
21	Disciplinary System				
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		NC		15-Jan
C.	Disciplinary hearings held within 7 days unless there is written justification.		NC	RVR's are pending weeks/months	15-Jan
D.	Disciplinary sanctions are in accordance with standards.		NC		
E.	Staff representation available.		NC		
22	Law Libraries and Legal Material				
A.	Adequate equipment is available for offenders.		C		
B.	Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213010

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year March 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern			Personnell is considering hiring more staff for coverage.	
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C		
7	B. Essential posts and positions are filled with qualified personnel.		C		
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not been advised they were completed	2/15/2015
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	2 Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	There are still problems with staff conduct proper counts. And security checks.	asap
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
17	3 Quality Control				
18	A. Contract Facility QCP in place.		NA		
19	B. Contract Facility reports shared with CM.		NA		
20	C. Subcontractor QCPs in place.		NA		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
23	4 Staff-Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		C		
25	B. Housing unit rounds conducted daily by Unit Management staff.		C	I have observed unit managers making rounds not written in offender trak, offenders state no response	asap
26	C. Offender requests answered within MDOC requirements.		NC		

DEF-213020

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year March 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
132	A. Tool inventories conducted as specified.		C		
133	B. Tools marked and readily identifiable.		C		
134	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
135	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
136	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
137	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
138	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
139	20. Use of Physical Force and Restraints				
140	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
141	B. All use of force incidents documented and reviewed.		NC		
142	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
143	D. Incident reports, other than critical, furnished w/in 1 week		NA		
144	E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
145	F. Offender is seen by medical immediately after incident.		NC		12/15/2014
146	G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
147	H. Staff trained in use of force techniques.		C		
148	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
149	J. Medical staff consulted prior to calculated use of force situations.		C		
150	21. Disciplinary System				
151	A. Rules of conduct/sanctions provided in writing.		C		
152	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
153	C. Disciplinary hearings held within 7 days unless there is written justification.		C		
154	D. Disciplinary sanctions are in accordance with standards.		C		
155	E. Staff representation available.		C		
156	22. Law Libraries and Legal Material				
157	A. Adequate equipment is available for offenders.		C		
158	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		
159					

DEF-213026

Mississippi Department of Corrections
On-Site Contract Monitoring Worksheet

Contract Monitor Vernell Thomas

Facility Name/EMCF MONTH/YEAR APRIL 2015

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
CONTRACT MONITORING ASSESSMENT		Administration & Management		Rating C/NC/NA	Corrective Action Required / Comments		Due Date																		
1. Staffing Pattern																									
A. Comprehensive staffing analysis determines staffing needs and plans.				C																					
B. Essential posts and positions are filled with qualified personnel.				C																					
C. Personnel hired after background check in compliance with MDOC policy and procedures				C																					
D. Personnel vacancies filled within 30 days				C																					
E. Authority notifies MDOC of any position vacant longer than 30 days				C																					
F. Authority and/or Operator has a random drug screening program of employees working at the facility				NC	I have not seen any documentation that they are done.																				
G. Orientation and training program of employees per ACA				C																					
H. Personnel subject to testing for contagious disease per State Board of Health				C																					
2. Staff Training																									
A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.				NC	There are still problems with staff conduct proper counts. And security checks.																				
B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.				C																					
3. Quality Control																									
A. Contract Facility QCP in place.				NA																					
B. Contract Facility reports shared with CM.				NA																					
C. Subcontractor QCPs in place.				NA																					
D. Subcontractor QCPs reports shared with MDOC personnel.				NC	there are no pictures entered in offendertrak																				
E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.				NC																					
4. Staff Offender Communication																									
A. Housing unit rounds conducted frequently by housing unit security staff.				C																					
B. Housing unit rounds conducted daily by Unit Management staff.				NC	not written in offender trak, offenders state no response																				
C. Offender requests answered within MDOC requirements.				NC																					

DEF-213036

On-Site Contract Monitoring Worksheet

Contract Monitor Vernell Thomas

Off-Site Contract		Contract		Due Date	
Facility Nam/EMCF MONTH/YEAR		APRIL 2015			
CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required/ Comments	Due Date
19 Tool Control			C		
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C	offenders are not issued tools	
C.	Procedures for issuance of tools to staff and offenders.		C		
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20 Use of Physical Force and Restraints					
A.	Policy governing immediate/calculated use of force consistent with MDOC.		C		
B.	All use of force incidents documented and reviewed.		NC		
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D.	Incident reports, other than critical, furnished w/in 1 week		C		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F.	Offender is seen by medical immediately after incident.				
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		C		
21 Disciplinary System			C		
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		C		
C.	Disciplinary hearings held within 7 days unless there is written justification.		C		
D.	Disciplinary sanctions are in accordance with standards.		NC		
E.	Staff representation available.		C		
22 Law Libraries and Legal Material			C		
A.	Adequate equipment is available for offenders.		C		
B.	Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility Name/ EMCF Month/Year May 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	the contract does state 2 staff but is a safety hazard.	
7	B. Essential posts and positions are filled with qualified personnel.		C		
	Personnel hired after background check in compliance with MDOC policy and procedures		NC	Has been advised of staff being rehired that was release from previous company due to bringing in contraband but due to no written documentatin rehired.	
8	C. Personnel vacancies filled within 30 days		C		
9	D. Authority notifies MDOC of any position vacant longer than 30 days		C		
10	E. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not seen any documentation that they are done.	
11	F. Orientation and training program of employees per ACA		C		
12	Personnel subject to testing for contagious disease per State Board of Health		C		
13	H. Health		C		
14	2. Staff Training				
	The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	Staff not conducting proper count. I have been advised disciplinary action would be issued, has not been done.	2-May
15	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
16	3. Quality Control				
17	A. Contract Facility QCP in place.				
18	B. Contract Facility reports shared with CM.		NA		
19	C. Subcontractor QCPs in place.		NA		
20	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
21	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
22	4. Staff-Offender Communication				
23	A. Housing unit rounds conducted frequently by housing unit security staff.		C		
24	B. Housing unit rounds conducted daily by Unit Management staff.		C		
25					

DEF-213052

On-Site Contract Monitoring Worksheet

Facility Name/ EMCF Month/Year May 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C		
C.	Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20	Use of Physical Force and Restraints				
A.	Policy governing immediate/calculated use of force consistent with MDOC.		C		
B.	All use of force incidents documented and reviewed.		NC		
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D.	Incident reports, other than critical, furnished w/in 1 week		C		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		C		
F.	Offender is seen by medical immediately after incident.		C		
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		C		
21	Disciplinary System				
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		C		
C.	Disciplinary hearings held within 7 days unless there is written justification.		C	Has improved	
D.	Disciplinary sanctions are in accordance with standards.		C		
E.	Staff representation available.		C		
22	Law Libraries and Legal Material				
A.	Adequate equipment is available for offenders.		C		
B.	Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213058

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility Name/ EMCF Month/Year June 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	staffing is short most evening/nights on 2 staff on units 1-4.	
7	B. Essential posts and positions are filled with qualified personnel.		C		
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not seen any documentation that they are done.	
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	2. Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	No one is receiving corrective action for this; therefore they continue with improper count and security checks.	15-Jul
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
17	3. Quality Control				
18	A. Contract Facility QCP in place.				
19	B. Contract Facility reports shared with CM.		NA		
20	C. Subcontractor QCPs in place.		NA		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	was advised they would begin to used offender trak but has not started as of this month.	12/15/2014
23	4. Staff Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		NC	some staff will walk but not observing the areas as they walk	7/15/15
25	B. Housing unit rounds conducted daily by Unit Management staff.		NC		
26	C. Offender requests answered within MDOC requirements.		NC		

DEF-213068

On-Site Contract Monitoring Worksheet

Facility Name/ EMCF Month/Year June 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19 Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20 Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D. Incident reports, other than critical, furnished w/in 1 week		NA		
E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
F. Offender is seen by medical immediately after incident.		NC		3/1/2015
G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	1/15/2015
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		C		
21 Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		15-Jan
C. Disciplinary hearings held within 7 days unless there is written justification.		C	HAS IMPROVED	
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22 Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213075

On-Site Contract Monitoring Worksheet

Facility Name/EMCF Month/Year July 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating G/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management				
1. Staffing Pattern				
A. Comprehensive staffing analysis determines staffing needs and plans.		C	staffing is short most evening/nights on 2 staff on units 1-4.	
B. Essential posts and positions are filled with qualified personnel.		C		
C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
D. Personnel vacancies filled within 30 days		C		
E. Authority notifies MDOC of any position vacant longer than 30 days		C		
F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not seen any documentation that they are done.	
G. Orientation and training program of employees per ACA		C		
H. Personnel subject to testing for contagious disease per State Board of Health		C		
2. Staff training				
A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	There are still problems with staff conduct proper counts. And security checks.	15-Jan
B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
3. Quality Control				
A. Contract Facility QCP in place.				
B. Contract Facility reports shared with CM.		NA		
C. Subcontractor QCPs in place.		NA		
D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
4. Staff-Offender Communication				
A. Housing unit rounds conducted frequently by housing unit security staff.		NC	serious problem	1/15/2015
B. Housing unit rounds conducted daily by Unit Management staff.		NC	improving	
C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	

DEF-213085

On-Site Contract Monitoring Worksheet

Facility Name/EMCF Month/Year July 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19 Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20 Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
B. All use of force incidents documented and reviewed.		C	need improving on the review part	
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D. Incident reports, other than critical, furnished w/in 1 week		NA		
E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
F. Offender is seen by medical immediately after incident.		NC		3/1/2015
G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	1/15/2015
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		C		
21 Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		NC		15-Jan
C. Disciplinary hearings held within 7 days unless there is written justification.		C	Has improved	
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22 Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213091

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility Name EMCF Month/Year August-2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management			
1 Staffing Pattern			
6 A. Comprehensive staffing analysis determines staffing needs and plans.	C		
7 B. Essential posts and positions are filled with qualified personnel.	C		
8 C. Personnel hired after background check in compliance with MDOC policy and procedures	C		
9 D. Personnel vacancies filled within 30 days	C		
10 E. Authority notifies MDOC of any position vacant longer than 30 days	C		
11 F. Authority and/or Operator has a random drug screening program of employees working at the facility	NC	I have not seen any documentation that they are done.	
12 G. Orientation and training program of employees per ACA	C		
13 H. Personnel subject to testing for contagious disease per State Board of Health	C		
14 2 Staff Training			
15 A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.	C		
16 B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.	C		
17 3 Quality Control			
18 A. Contract Facility QCP in place.			
19 B. Contract Facility reports shared with CM.	NA		
20 C. Subcontractor QCPs in place.	NA		
21 D. Subcontractor QCPs reports shared with MDOC personnel.	NA		
22 E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.	NC	was advised they would begin to used offender trak but has not started as of this month.	
23 4 Staff-Offender Communication			
24 A. Housing unit rounds conducted frequently by housing unit security staff.	C		
25 B. Housing unit rounds conducted daily by Unit Management staff.	C		
26 C. Offender requests answered within MDOC requirements.	NC		

DEF-213101

On-Site Contract Monitoring Worksheet

Facility Name EMCF Month/Year August-2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C		
C.	Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20	Use of Physical Force and Restraints				
A.	Policy governing immediate/calculated use of force consistent with MDOC.		C		
B.	All use of force incidents documented and reviewed.		NC	takes to long to be reviewed	
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D.	Incident reports, other than critical, furnished w/in 1 week		NA		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		C		
F.	Offender is seen by medical immediately after incident.		NC		
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		C		
21	Disciplinary System				
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		C		
C.	Disciplinary hearings held within 7 days unless there is written justification.		C	HAS IMPROVED	
D.	Disciplinary sanctions are in accordance with standards.		C		
E.	Staff representation available.		C		
22	Law Libraries and Legal Material				
A.	Adequate equipment is available for offenders.		C		
B.	Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213108

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year September 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	more staff needed	
7	B. Essential posts and positions are filled with qualified personnel.		C		
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not been advised they were completed	2/15/2015
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	2 Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	more training is needed in all areas	asap
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
17	3 Quality Control				
18	A. Contract Facility QCP in place.				
19	B. Contract Facility reports shared with CM.		NA		
20	C. Subcontractor QCPs in place.		NA		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
23	4 Staff-Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		C		
25	B. Housing unit rounds conducted daily by Unit Management staff.		C	I have observed unit managers making rounds	
26	C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	asap

DEF-213118

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year September 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C		
C.	Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20	Use of Physical Force and Restraints				
A.	Policy governing immediate/calculated use of force consistent with MDOC.		NC		
B.	All use of force incidents documented and reviewed.		NC		
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D.	Incident reports, other than critical, furnished w/in 1 week		NC		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F.	Offender is seen by medical immediately after incident.		NC		12/15/2014
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
21	Disciplinary System				
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		C		
C.	Disciplinary hearings held within 7 days unless there is written justification.		C		
D.	Disciplinary sanctions are in accordance with standards.		C		
E.	Staff representation available.		C		
22	Law Libraries and Legal Material				
A.	Adequate equipment is available for offenders.		C		
B.	Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213124

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year October/2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	more staff needed	
7	B. Essential posts and positions are filled with qualified personnel.		C		
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not been advised they were completed	2/15/2015
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	more training is needed in all areas	asap
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
17	Quality Control				
18	A. Contract Facility QCP in place.		C		
19	B. Contract Facility reports shared with CM.		C		
20	C. Subcontractor QCPs in place.		C		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		C		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
23	Staff-Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		C		
25	B. Housing unit rounds conducted daily by Unit Management staff.		C	I have observed unit managers making rounds	
26	C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	asap

DEF-213134

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year October/2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19 Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20 Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		NC		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
144	D. Incident reports, other than critical, furnished w/in 1 week		NC		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
146	F. Offender is seen by medical immediately after incident.		NC		12/15/2014
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
151	21 Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		C		
155	D. Disciplinary sanctions are in accordance with standards.		C		
156	E. Staff representation available.		C		
157	22 Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213140

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year November/2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	more staff needed	
7	B. Essential posts and positions are filled with qualified personnel.		C		
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not been advised they were completed	2/15/2015
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	more training is needed in all areas	asap
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
17	Quality Control				
18	A. Contract Facility QCP in place.				
19	B. Contract Facility reports shared with CM.		NA		
20	C. Subcontractor QCPs in place.		NA		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
23	Staff/Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		C	not enough staff to conduct rounds as needed	
25	B. Housing unit rounds conducted daily by Unit Management staff.		C		
26	C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	asap

DEF-213150

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year November/2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
132	A. Tool inventories conducted as specified.		NC		
133	B. Tools marked and readily identifiable.		C		
134	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
135	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
136	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
137	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
138	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
139	20 Use of Physical Force and Restraints				
140	A. Policy governing immediate/calculated use of force consistent with MDOC.		NC		
141	B. All use of force incidents documented and reviewed.		NC		
142	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
143	D. Incident reports, other than critical, furnished w/in 1 week		NC		
144	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
145	F. Offender is seen by medical immediately after incident.		NC		12/15/2014
146	G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
147	H. Staff trained in use of force techniques.		C		
148	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
149	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
150	21 Disciplinary System				
151	A. Rules of conduct/sanctions provided in writing.		C		
152	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
153	C. Disciplinary hearings held within 7 days unless there is written justification.		C		
154	D. Disciplinary sanctions are in accordance with standards.		C		
155	E. Staff representation available.		C		
156	22 Law Libraries and Legal Material				
157	A. Adequate equipment is available for offenders.		C		
158	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		
159					

DEF-213156

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year December 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management					
1	Staffing Pattern				
6	A. Comprehensive staffing analysis determines staffing needs and plans.		C	more staff needed	
7	B. Essential posts and positions are filled with qualified personnel.		C		
8	C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
9	D. Personnel vacancies filled within 30 days		C		
10	E. Authority notifies MDOC of any position vacant longer than 30 days		C		
11	F. Authority and/or Operator has a random drug screening program of employees working at the facility		NC	I have not been advised they were completed	2/15/2015
12	G. Orientation and training program of employees per ACA		C		
13	H. Personnel subject to testing for contagious disease per State Board of Health		C		
14	2 Staff Training				
15	A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		C	improving	asap
16	B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C	improving	
17	3 Quality Control				
18	A. Contract Facility QCP in place.				
19	B. Contract Facility reports shared with CM.		NA		
20	C. Subcontractor QCPs in place.		NA		
21	D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
22	E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC	there are no pictures entered in offendertrak	12/15/2014
23	4 Staff-Offender Communication				
24	A. Housing unit rounds conducted frequently by housing unit security staff.		C	not enough staff to conduct rounds as needed	
25	B. Housing unit rounds conducted daily by Unit Management staff.		C		
26	C. Offender requests answered within MDOC requirements.		NC	not written in offender trak, offenders state no response	asap

DEF-213166

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year December 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19. Tool Control				
A. Tool inventories conducted as specified.		NC		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20. Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		NC		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D. Incident reports, other than critical, furnished w/in 1 week		NC		
E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F. Offender is seen by medical immediately after incident.		NC		12/15/2014
G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
21. Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		
C. Disciplinary hearings held within 7 days unless there is written justification.		C		
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22. Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213172

On-Site Contract Monitoring Worksheet

Facility/EMCF January 2015

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19 Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20 Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		NC		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D. Incident reports, other than critical, furnished w/in 1 week		NC		
E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F. Offender is seen by medical immediately after incident.		NC		12/15/2014
G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
21 Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		
C. Disciplinary hearings held within 7 days unless there is written justification.		NC	Have five pages pending this month	
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22 Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213188

On-Site Contract Monitoring Worksheet

Facility/EMCF February 2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19. Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20. Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		NC		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D. Incident reports, other than critical, furnished w/in 1 week		NC		
E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F. Offender is seen by medical immediately after incident.		NC		12/15/2014
G. Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		C		
21. Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		
C. Disciplinary hearings held within 7 days unless there is written justification.		NC	New disciplinary officer just started therefore they are behind.	
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22. Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213204

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year March/2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating G/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
A.	Tool inventories conducted as specified.		C		
B.	Tools marked and readily identifiable.		C		
C.	Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D.	Inventory made of all tools by contractors prior to enter and exit.		NC		
E.	There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F.	Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G.	Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20	Use of Physical Force and Restraints				
A.	Policy governing immediate/calculated use of force consistent with MDOC.		NC		
B.	All use of force incidents documented and reviewed.		NC	Improving	
C.	Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D.	Incident reports, other than critical, furnished w/in 1 week		NC		
E.	Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F.	Offender is seen by medical immediately after incident.		NC		12/15/2014
G.	Facility subscribes to prescribed confrontation avoidance procedures.		NC	Need training on how to conduct	12/15/2014
H.	Staff trained in use of force techniques.		C		
I.	Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J.	Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
21	Disciplinary System				
A.	Rules of conduct/sanctions provided in writing.		C		
B.	Investigation of rule violations is conducted as per MDOC SOP.		C		
C.	Disciplinary hearings held within 7 days unless there is written justification.		NC	has improved	
D.	Disciplinary sanctions are in accordance with standards.		C		
E.	Staff representation available.		C		
22	Law Libraries and Legal Material				
A.	Adequate equipment is available for offenders.		C		
B.	Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213220

Mississippi Department of Corrections

On-Site Contract Monitoring Worksheet

Facility/Name EMCF Month/Year April/2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
Administration & Management				
1. Staffing Pattern				
A. Comprehensive staffing analysis determines staffing needs and plans.		C	In the process of hiring staff	
B. Essential posts and positions are filled with qualified personnel.		C		
C. Personnel hired after background check in compliance with MDOC policy and procedures		C		
D. Personnel vacancies filled within 30 days		C		
E. Authority notifies MDOC of any position vacant longer than 30 days		C		
F. Authority and/or Operator has a random drug screening program of employees working at the facility		C		
G. Orientation and training program of employees per ACA		C		
H. Personnel subject to testing for contagious disease per State Board of Health		C		
2. Staff Training				
A. The facility conducts appropriate orientation, initial training, and annual training for all staff, contractors, and volunteers.		NC	Count is not conducted according to policy	
B. Staff training is conducted according to a regular schedule with sufficient classes to maintain pre-service and in-service training hour compliance.		C		
3. Quality Control				
A. Contract Facility QCP in place.				
B. Contract Facility reports shared with CM.		NA		
C. Subcontractor QCPs in place.		NA		
D. Subcontractor QCPs reports shared with MDOC personnel.		NA		
E. Using Offendertrak randomly select a sample no less than 10 employees, volunteers, and contract workers and verify that their information has been entered in Offendertrak as required by SOP.		NC		
4. Staff-Offender Communication				
A. Housing unit rounds conducted frequently by housing unit security staff.		C		
B. Housing unit rounds conducted daily by Unit Management staff.		C		
C. Offender requests answered within MDOC requirements.		NC	Has improved	
D. Members of facility management visit housing units and interact with offenders.		C		

DEF-213230

On-Site Contract Monitoring Worksheet

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Facility/Name EMCF Month/Year April/2016

Contract Monitor Vernell Thomas

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CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19 Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C	Lt. Wilson	
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20 Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		C		
D. Incident reports, other than critical, furnished w/in 1 week		NC		
E. Video tapes of incidents preserved/catalogued as per MDOC.		C		
F. Offender is seen by medical immediately after incident.		C		
G. Facility subscribes to prescribed confrontation avoidance procedures.		C		
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		C		
21 Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		
C. Disciplinary hearings held within 7 days unless there is written justification.		C		
D. Disciplinary sanctions are in accordance with standards.		NC		
E. Staff representation available.		C		
22 Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213236

On-Site Contract Monitoring Worksheet

Facility/ EMCF May 2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19. Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20. Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D. Incident reports, other than critical, furnished w/in 1 week		NC		
E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F. Offender is seen by medical immediately after incident.		NC		12/15/2014
G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
21. Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		
C. Disciplinary hearings held within 7 days unless there is written justification.		NC	they are getting behind.	
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22. Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213252

On-Site Contract Monitoring Worksheet

Facility/EMCF June 2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19 Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20 Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
144	D. Incident reports, other than critical, furnished w/in 1 week		NC		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
146	F. Offender is seen by medical immediately after incident.		NC		12/15/2014
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
151	21 Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		NC	they are getting behind.	
155	D. Disciplinary sanctions are in accordance with standards.		C		
156	E. Staff representation available.		C		
157	22 Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213268

On-Site Contract Monitoring Worksheet

Facility/ EMCF July 2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT	F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19 Tool Control				
A. Tool inventories conducted as specified.		C		
B. Tools marked and readily identifiable.		C		
C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
D. Inventory made of all tools by contractors prior to enter and exit.		NC		
E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
20 Use of Physical Force and Restraints				
A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
B. All use of force incidents documented and reviewed.		NC		
C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
D. Incident reports, other than critical, furnished w/in 1 week		NC		
E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
F. Offender is seen by medical immediately after incident.		NC		
G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
H. Staff trained in use of force techniques.		C		
I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
J. Medical staff consulted prior to calculated use of force situations.		C		
21 Disciplinary System				
A. Rules of conduct/sanctions provided in writing.		C		
B. Investigation of rule violations is conducted as per MDOC SOP.		C		
C. Disciplinary hearings held within 7 days unless there is written justification.		NC	they are getting behind.	
D. Disciplinary sanctions are in accordance with standards.		C		
E. Staff representation available.		C		
22 Law Libraries and Legal Material				
A. Adequate equipment is available for offenders.		C		
B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213284

On-Site Contract Monitoring Worksheet

Facility EMCF Month/Year August/2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19 Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20 Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
144	D. Incident reports, other than critical, furnished w/in 1 week		NC		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
146	F. Offender is seen by medical immediately after incident.		C		
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
151	21 Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		NC	they are getting behind.	
155	D. Disciplinary sanctions are in accordance with standards.		C		
156	E. Staff representation available.		C		
157	22 Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213300

On-Site Contract Monitoring Worksheet

Facility/ EMCF

Month/ Year

September/2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
132	19. Tool Control				
133	A. Tool inventories conducted as specified.		C		
134	B. Tools marked and readily identifiable.		C		
135	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
136	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
137	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
138	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
139	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
140	20. Use of Physical Force and Restraints				
141	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
142	B. All use of force incidents documented and reviewed.		NC		
143	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
144	D. Incident reports, other than critical, furnished w/in 1 week		NC		
145	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
146	F. Offender is seen by medical immediately after incident.		C		
147	G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
148	H. Staff trained in use of force techniques.		C		
149	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
150	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
151	21. Disciplinary System				
152	A. Rules of conduct/sanctions provided in writing.		C		
153	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
154	C. Disciplinary hearings held within 7 days unless there is written justification.		NC	they are getting behind.	
155	D. Disciplinary sanctions are in accordance with standards.		C		
156	E. Staff representation available.		C		
157	22. Law Libraries and Legal Material				
158	A. Adequate equipment is available for offenders.		C		
159	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		

DEF-213316

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year October/2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
132	A. Tool inventories conducted as specified.		C		
133	B. Tools marked and readily identifiable.		C		
134	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
135	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
136	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
137	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
138	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
139	20 Use of Physical Force and Restraints				
140	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
141	B. All use of force incidents documented and reviewed.		NC		
142	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
143	D. Incident reports, other than critical, furnished w/in 1 week		NC		
144	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
145	F. Offender is seen by medical immediately after incident.		C		
146	G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
147	H. Staff trained in use of force techniques.		C		
148	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
149	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
150	21 Disciplinary System				
151	A. Rules of conduct/sanctions provided in writing.		C		
152	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
153	C. Disciplinary hearings held within 7 days unless there is written justification.		NC	they are getting behind.	
154	D. Disciplinary sanctions are in accordance with standards.		C		
155	E. Staff representation available.		C		
156	22 Law Libraries and Legal Material				
157	A. Adequate equipment is available for offenders.		C		
158	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		
159					

DEF-213332

On-Site Contract Monitoring Worksheet

Facility/EMCF Month/Year December/2016

Contract Monitor Vernell Thomas

CONTRACT MONITORING ASSESSMENT		F	Rating C/NC/NA	Corrective Action Required / Comments	Due Date
19	Tool Control				
132	A. Tool inventories conducted as specified.		C		
133	B. Tools marked and readily identifiable.		C		
134	C. Procedures for issuance of tools to staff and offenders.		C	offenders are not issued tools	
135	D. Inventory made of all tools by contractors prior to enter and exit.		NC		
136	E. There is an individual who is responsible for developing a tool control procedure and an inspection system to insure accountability.		C		
137	F. Broken or worn out tools are surveyed and disposed of in an appropriate and secure manner.		C		
138	G. Department heads are responsible for implementing proper tool control procedures as per MDOC SOP.		C		
139	20 Use of Physical Force and Restraints				
140	A. Policy governing immediate/calculated use of force consistent with MDOC.		C		
141	B. All use of force incidents documented and reviewed.		NC		
142	C. Use of Force consistent with law and MDOC, incident report prepared and MDOC notified asap by phone/fax, contract monitor notified		NC		
143	D. Incident reports, other than critical, furnished w/in 1 week		NC		
144	E. Video tapes of incidents preserved/catalogued as per MDOC.		NC		
145	F. Offender is seen by medical immediately after incident.		C		
146	G. Facility subscribes to prescribed confrontation avoidance procedures.		C	Has improved.	
147	H. Staff trained in use of force techniques.		C		
148	I. Appropriate procedures in place for using 4 and/or 5 point restraints.		C		
149	J. Medical staff consulted prior to calculated use of force situations.		NC	Not in some situations	
150	21 Disciplinary System				
151	A. Rules of conduct/sanctions provided in writing.		C		
152	B. Investigation of rule violations is conducted as per MDOC SOP.		C		
153	C. Disciplinary hearings held within 7 days unless there is written justification.		NC		
154	D. Disciplinary sanctions are in accordance with standards.		C		
155	E. Staff representation available.		C		
156	22 Law Libraries and Legal Material				
157	A. Adequate equipment is available for offenders.		C		
158	B. Legal materials/law library current and available for offenders consistent with MDOC SOP.		C		
159	C. Offender access provided to include SMU.		C		
160	D. Denials documented.		C		
161					

DEF-213348